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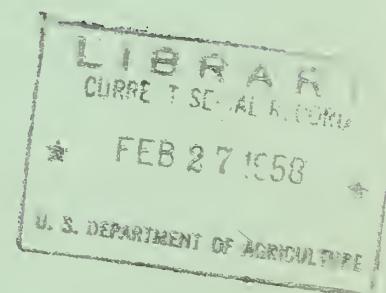
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**INSPECTOR'S  
MANUAL**

For NPIP and NTIP

Official State Agency Personnel // 4



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( U.S. Agricultural Research Service, //

UNITED STATES DEPARTMENT OF AGRICULTURE

1958

## FOREWORD

This Manual was prepared as an aid to inspectors working with the National Poultry and Turkey Improvement Plans. The equipment and procedures recommended are intended as a guide. It is hoped that this Manual will contribute to greater uniformity and effectiveness of inspection work.

Information in this Manual was supplied by various States and compiled by the Animal Husbandry Research Division, Agricultural Research Service, at the request of a Workshop on Effective Supervision held at the 1956 National Plans Conference.

# INSPECTOR'S MANUAL

## for NPIP and NTIP

### Official State Agency Personnel

The National Poultry and Turkey Improvement plans require inspection of participating flocks and hatcheries in order to satisfy the Official State Agency that the flocks and hatcheries are in compliance with the applicable provisions of the Plans.

Confidence in the Plans and their objectives depend on enforcement of the provisions of the Plans. Enforcement, in turn, depends on thorough inspections.

The State inspector, therefore, has a responsible job. He must conduct his work so that he can certify to the Official State Agency the qualification status of each participant. This requires hard work, conscientiousness, and tact.

#### PURPOSE OF INSPECTIONS

The primary purpose of all inspection work under the NPIP and the NTIP is to determine that the products offered for sale by a participant meet the minimum official classification requirements of the Plans and are as represented to customers by the participant in his advertising.

A secondary purpose is to be of service to the participant.

#### FLOCK INSPECTION

These recommendations apply principally to inspection of flocks selected and tested by Authorized Agents. However, essentially the same procedure applies to reinspection of flocks selected and tested by a State inspector.

##### Equipment

All of the items listed are recommended equipment for use in inspecting flocks selected and tested by Authorized Agents; only the first 7 items are needed for reinspection of flocks selected and tested by State inspectors:

1. Miscellaneous Publication 739, The National Poultry and Turkey Improvement Plans.
2. Clean outer garment.
3. Rubber boots.
4. Rubber apron.
5. Disinfectant, brush, and bucket.
6. Flock inspection report forms.

7. Catching hooks.
8. Testing cabinet with controlled heat.
9. Needle and loop.
10. Antigen.
11. Clean rags for cleaning plate.
12. Hurdle or net for confining birds.
13. Holding coop.
14. Shears for clipping tails and removing bands.

##### Preparation for Inspection

- Notify the hatcheryman from 10 days to 2 weeks in advance of the flock-inspection dates. He then can plan ahead so that either he or the Authorized Agent will be available to accompany you to the flocks.
- Prepare (or have your office prepare) from the testing reports submitted by the Authorized Agent a complete record of each of the hatchery's supply flocks. List each flockowner's name and location, number of birds tested, their breed and source, and results of the qualifying test (fig. 1). A history of the flock for more than the current year is desirable.
- Arrive at the hatchery at the scheduled time.
- Have an understanding with the hatcheryman regarding transportation to the flocks.

##### Planning at Hatchery Before Visiting Flocks

- Check your list of supply flocks against the hatchery's list.
- Check compliance by the Authorized Agent in submitting testing and selecting reports.
- Select the flocks to be inspected. Base your selection on inspections made the previous year, current reports on flocks, and location of the flocks. However, consult the hatcheryman or the Agent regarding problem flocks which he would like to have inspected.
- Require the hatcheryman or the Agent to accompany you.
- Be sure all the equipment is clean and disinfected before you leave the hatchery.

##### Inspection of Supply Flocks

On arrival at the farm, contact the flockowner and explain the purpose of the inspection. Urge him to observe and assist with the inspection.

**NORTH DAKOTA POULTRY IMPROVEMENT BOARD**  
**HATCHERY SUPPLY FLOCKS**

YEAR OR  
HATCHING SEASON

Figure 1. Type of form used to list each hatchery's supply flocks.

If any flockowner refuses to permit inspection of his flock, it should be dropped from participation.

Determine that all birds either have been tested or are segregated in a satisfactory manner. This includes ducks, geese, and bantams.

Inspection of Premises in  
Vicinity of Poultry House

Determine that good sanitation and management practices are employed. Recommended practices include the following:

1. The area adjacent to the breeder house should be free from accumulated rubbish.
2. A suitable tightly covered pit or incinerator or sanitary garbage disposal should be provided for disposing of dead birds.
3. There should be no dead birds lying around the premises.
4. The breeder house should be screened and proofed against free-flying birds and against rodents (this includes use of the new rodenticides).

### Inspection of Interior of House

Determine that good sanitation and management practices are employed. Recommended practices include the following:

1. Manure pits and dropping boards should be constructed so the birds do not have access to them.
2. Watering devices should be constructed and maintained to prevent wet litter.
3. The breeder house should be free of rubbish and unnecessary equipment.
4. There should be sufficient clean nesting material in each nesting space or area.
5. Birds maintained for breeding and for commercial egg production in the same house must be separated, preferably by a solid wall; each group should have a separate entrance.

NOTE: Be sure your recommendations on feeder space, watering space, nesting space, litter management, use of lights, and other management practices conform to those of the State College of Agriculture.

Also do not confuse the flockowner by making recommendations contrary to the basic practices

set up by the hatcheryman or his service personnel, particularly in regard to feeding programs and flock management in general. From an inspection standpoint, it is unwise to interfere with the hatcheryman's program if it is sound, practical, and working satisfactorily.

Do not tamper with equipment in the breeder house, such as ventilation system and time clocks.

#### Inspection of Birds

Before you actually enter the house, check the flock for obvious evidence of infectious disease. If a serious disease condition exists,

terminate the inspection and place the flock on probation until the infection has been cleared up.

- Inspect the birds for general health (fig. 2).
- Check the birds for individual identification.
- Check for external parasites.
- Determine that the birds are reasonably representative of the designated breed or cross.
- Remove all obvious culs and birds out of conditions and, to identify them, clip their bands and tail feathers.
- Inspect, for qualification, the males in flocks classified U. S. Certified through the use of ROP males.
- Use a hurdle or catching coop to confine the birds to be check-tested.
- Double check reactors or suspicious reactors.

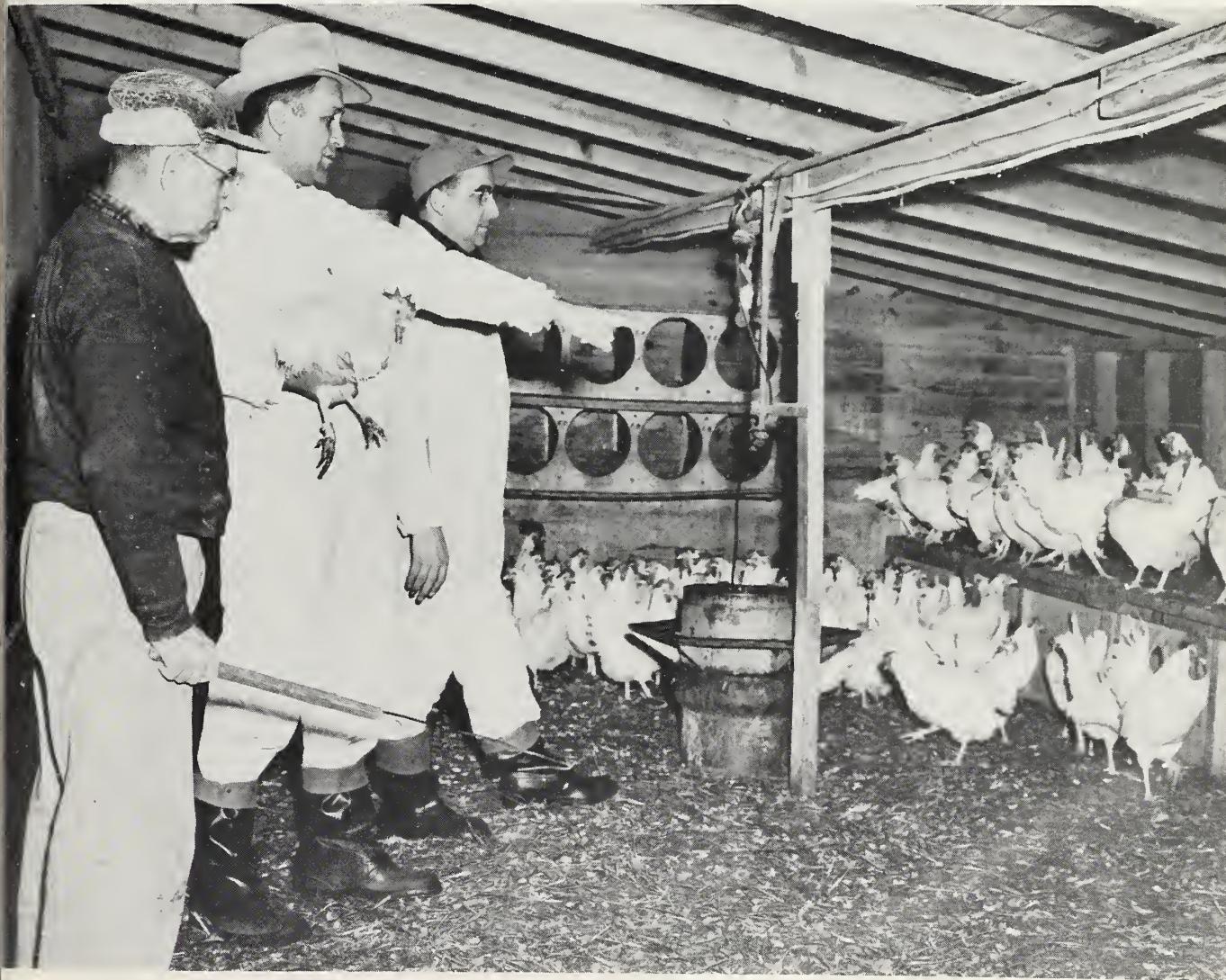


Figure 2. Inspecting the birds for general health, individual identification and obvious culs. (Courtesy of the New Jersey Department of Agriculture.)

BN-4801

NPIP-4  
5-57

Classification  
U. S. Approved  
U. S. P-T clean

UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL RESEARCH SERVICE  
Animal Husbandry Research Division

The National Poultry Improvement Plan   
The National Turkey Improvement Plan

Budget Bureau Clearance Waived  
OFFICIAL STATE AGENCY COPY

Flock Inspection and Check-Testing Report

1. Fred Jackson  
2. Supply flock for (Flock Owner's Name)  
3. Selected by Jim Peters  
4. Breed and variety U. Leg. X R. I. Red  
5. Number of birds in supervised breeding flock: Females 375 Grade (by hatcheryman) no private grades  
6. Has replacement stock been purchased no Source

Rt. 2, Spring City  
Joe's Hatchery, Doerville (Address)

Tested by John Doe

Flock Separated from Other Fowl  
Other Fowl Tested no other fowl  
Reactors Removed no reactors  
Culls Removed ✓  
Banding ✓

	Satisfactory	Unsatisfactory		Satisfactory	Unsatisfactory	Birds Handled	Number
Health	✓		Sanitation		✓	Females	45
Egg Storage		✓	Egg Grading	✓		Males	5
Males Qualified (Cert. Flocks)						Rejected	1 male
						Check-Tested	50
						Reactors	0

Remarks: Improve egg cleanliness by adding clean nesting material. Also recommend adding at least 10 more nests. Flock seems to be in excellent health.

Accepted  On Probation  Rejected   
11/14/57 Date

Sam White  
Signature of State Inspector

Figure 3. Flock inspection and check-testing report. Comparable State developed forms are sometimes used.

NOTE: Handle the birds during the entire inspection in a manner to cause a minimum of confusion or excitement in the flock.

#### Inspection of Egg-Storage Facilities

Discuss with the flockowner the importance of uniform grading, good shell texture, egg cleanliness, and proper handling of the eggs while they are being held.

#### Filling Out Report

- Fill out the report form on each flock as soon as you complete the inspection (fig. 3).
- Give recognition to exceptionally good and well-managed flocks by complimenting the flock-owner, both verbally and on the written report.
- If you reject a flock or place it on probation,

be sure both the flockowner and the hatcheryman have a clear understanding of the reasons for such action. Also, list the reasons on the report form.

For flocks placed on probation, specify the remedial action necessary and the period of time allowed for correcting the conditions.

#### Completing Inspection

- Replace any equipment disarranged in the course of the inspection.
- Clean and disinfect boots and equipment (fig. 4). Take every precaution to eliminate any suspicion on the part of the flockowner that you carry disease from farm to farm.

After completing the inspection of the flocks for each hatchery, review with the hatcheryman and the Agent the reports of each flock inspected. Some inspectors consolidate the flock-inspection reports on one form after completing their work



BN-4802

Figure 4. State inspectors cleaning and disinfecting footwear. (Courtesy of New Jersey Department of Agriculture.)

for each hatchery (fig. 5).

If the work of the Authorized Agent was unsatisfactory, make specific recommendations regarding the steps to be followed to make the work acceptable.

#### Inspection of Independent Flocks

Follow the same procedure used in inspecting an affiliated flock, but also audit the record of eggs produced by the flock and the record of eggs sold.

#### ROP INSPECTIONS

Arrive at the farm in time for the first round of traps.

● Make regular trips through the pens to trap-nest the birds. The time between trips should

be governed by the number of birds being trapped, number of nests, etc.

If it is impossible to trap the breeder's entire flock, trap a specific house, pen, or unit for the entire day so you can make an accurate comparison with the work of the regular trapnester.

- Record on the trap sheet the eggs laid. Also, if the inspection is made during the egg-weighing period, record the egg-weight.
- During the intervals between trapping rounds, total the daily egg production for 1 or more previous days' trap records from the trap sheet. If available, check up to 5 days of trap records for comparison with the records obtained on the day of inspection.

Daily egg-production records for the days following the inspection are obtained after the trap sheets are received in the office.

- Check the trap fronts to see that they are working properly.

- Check the band numbers of birds obviously out of production to see that no eggs have been credited to them in recent days.
- Check the breeder's egg scales.
- If the inspection is made during the breeding and hatching season, check the single-male mating pens. This should be done in essentially the same manner as the candidate pens.
- If the inspection is made on a hatch day, observe pedigree and wing-banding procedure.
- Conclude the inspection when it is reasonable to assume that all eggs have been laid for the day.
- Discuss with the breeder any problems he may have.
- Complete the inspection report (fig. 6).

## SELECTING EGGS FOR ENTRY IN RANDOM SAMPLE TESTS

The objective of selecting eggs for random sample tests is to obtain a sample of eggs truly representative of the designated grade of stock entered by the breeder.

A representative of the Official State Agency is responsible for selecting the eggs for central turkey meat production tests and for other random sample tests in which entries are made for qualification as U. S. Performance Tested Parent Stock.

In many instances, the test management designates that the State inspector obtain the

2-45-3M  
SPAT Form PCT

**BABY CHICK DEPARTMENT**  
of the  
**INDIANA STATE POULTRY ASSOCIATION, INC.**  
Lafayette, Indiana  
by an Act of the Indiana Legislature the Official State Agency in Indiana  
cooperating with United States Department of Agriculture  
Bureau of Animal Industry in Administering  
The National Poultry and Turkey Improvement Plans

**PULLORUM CHECK TEST REPORT**

**Pullorum Phase**

	CHECK TEST			LAST TEST		
	No. Tested	No. Reactors	% Reaction	No. Tested	No. Reactors	% Reaction
1						
25						
Total						

Total number of flocks tested \_\_\_\_\_

Total number of flocks inspected to date \_\_\_\_\_

Comments \_\_\_\_\_

Percent reaction Check Test \_\_\_\_\_ (Reactors + birds tested  $\times$  100)

Flock Inspector \_\_\_\_\_ Date \_\_\_\_\_

Type Antigen used: Check Test \_\_\_\_\_; Hatchery \_\_\_\_\_

Copy for Office

Figure 5. Type of form used for consolidating inspection reports for each hatchery.

UNITED STATES DEPARTMENT OF AGRICULTURE  
BUREAU OF ANIMAL INDUSTRYTHE NATIONAL POULTRY AND TURKEY  
IMPROVEMENT PLANS

## U. S. R. O. P. INSPECTION REPORT



Reg. U. S. Pat. Office



Reg. U. S. Pat. Office

Breeder's name John P. SmithBreed and variety W. Leg.TIME OF: Arrival at farm 6:45 A.M.First trapping 7:00 A.M.Last trapping 4:30 P.M.Departure 5:15 P.M.TYPE OF INSPECTION: Announced  •  
Unannounced Birds in R. O. P. matings checked and properly  
listed with supervisor?  
Yes  No 

\*\* "+" if breeder's and "-" if inspector's record is greater.  
 This figure is the one to be shown on Form A. H. 541 as  
 "Record of breeder compared to that of inspector (+)  
 (-) percent."

Remarks: Trapping 3 days per week. Some  
nest fronts stick and permit 2 birds  
to enter one nest in candidate pens.

Date 4/25/57

Tom Jones  
(R. O. P. inspector)

U. S. GOVERNMENT PRINTING OFFICE 16-50827

Figure 6. U. S. R. O. P. inspection report.

samples from all entrants in his State.

The test management issues specific instructions on the procedure to use in obtaining the sample for some tests. In the absence of instructions from the test management, the suggested procedure for obtaining a representative sample of eggs follows:

### General instructions:

1. The breeder may remove any eggs normally not used for hatching, but not more than 20 percent.
2. Do not include pedigreed eggs in the sample unless they are entered as such.
3. Place the sample of eggs in a case, and seal the case with a distinctive seal or sealing tape. For some tests, the test management provides a rubber stamp for identifying each egg.
4. Vary the sampling procedure from one year to the next.
5. Immediately after obtaining the sample, submit to the test supervisor a detailed report including the number of breeding birds in the

grade, the exact procedure used in sampling, and the number of birds or eggs sampled.

6. Prepare an appropriate report form applicable for each test.

### Selecting sample from nests:

1. If possible, select eggs from all pens on all farms supplying eggs of the designated grade. If this is not feasible, select at random the flock or flocks to be sampled. One method of obtaining a random sample is to number all the supply flocks and then draw numbers to determine those to be sampled. Do not permit the entrant to designate the flocks or eggs to be sampled.

2. Sample all flocks of each house in proportion to the number of birds in each.

3. The designated grade to be sampled must be produced by at least 10 percent of the entrant's birds and by a minimum of 1,000 birds.

### Selecting sample in egg room:

1. Follow as closely as possible items 1, 2, and 3 under Selecting sample from nests.
2. Take eggs from as many cases as possible.

THE KANSAS POULTRY IMPROVEMENT ASSOCIATION FLOCK SUMMARY SHEET														
TESTED BY		FLOCKS SELECTED BY		HATCHERY NAME										
COUNTY	NAME OF FLOCK OWNER	BREED	BIRDS LEFT IN FLOCK	BIRDS TESTED	NO REACT	HATCHERY CLASSIFICATION				DATE INSPECTED	PRO	NO CK TEST	NO REACT	CLASSIFICATION
						1ST	2ND	3RD	ATN					
1														
2														
3														
4														
5														
6														
7														
HATCHERY: <span style="float: right;">DATE:</span>														
FLOCK OWNER		BREED	BIRDS TESTED	NUMBER REA.	SENT TO LAB.	BACT. RESULTS + : -	LEFT IN FLOCK	% REA.	TEST	STAGE & CLASS				
												AGENT:		

Figure 7. Type of office summary records for flock status by hatcheries. One copy may be used by inspector for hatchery inspection. (Courtesy of the Kansas and Georgia Official State Agencies.)

Notional Poultry Improvement Plan—West Virginia Poultry Improvement Association  
**HATCHERY EGG PURCHASE RECORD**

National Poultry Improvement Plan-West Virginia Poultry Improvement Association  
**HATCHERY SALES RECORD**

Figure 8. Hatchery egg purchase and hatchery sales record forms.

3. Follow a prearranged pattern of sampling the eggs in each case, such as taking the corner egg in the first layer, the second egg in the second row in the next layer, etc. Such a procedure reduces bias.

### Selecting sample in hatchery:

1. Follow as closely as possible items 1, 2, and 3 under Selecting sample from nests.
2. When obtaining samples from setting trays in the hatchery, obtain eggs from different locations and from as many trays as possible. It is desirable to follow a prearranged pattern of picking eggs from each tray.

## HATCHERY INSPECTION

Under normal circumstances all hatchery inspections are unannounced. Where a hatchery was placed on probation as the result of a previous inspection, the time limit imposed on the hatcheryman for correcting the noncompliance may indicate to him the approximate date of the follow-up inspection.

NOTE: An off-season visit is recommended in addition to the formal inspections made during the year. Plan this visit for a time of year when the hatcheryman is likely to be

available for a relaxed, informal discussion. Notify the hatcheryman of the date for this visit in advance. During the visit discuss the entire operation of the hatchery. Make recommendations for improvements indicated as a result of past inspections. Review the hatcheryman's program for the coming year. At this time he will know which strains he is planning to sell during the coming year and you can check his eligibility to sell these strains. Many inspectors discuss the participation agreement for the coming year with the hatcheryman and have him sign it.

### Equipment

1. Miscellaneous Publication 739, The National Poultry and Turkey Improvement Plans; ARS 44-6, Hatcheries and Dealers Participating in the NPIP; ARS 44-7, Annual R. O. P. and Performance Test Summary; and ARS 44-8, Hatcheries, Dealers and Independent Flocks Participating in the NTIP.
2. Clean outer garments.
3. Rubber footwear.
4. A complete list of supply flocks with status of each indicated (fig. 7).
5. A complete list of out-of-State sources of eggs, as indicated by form NPIP15 (or NPIP15a) and reports made by breeders.
6. Necessary work sheets and record forms. The work sheets should list the flocks by breeds and varieties and should be prepared in the office prior to the inspection. This will simplify recording egg purchases.

### Procedure

On arrival at the hatchery, contact the owner or manager and state your business. Tell him what you will need in the way of hatchery records, help, and equipment (such as adding machine).

### Checking Hatchery Records

Participating hatcheries must have adequate records on eggs purchased, eggs set or sold, chicks hatched, chicks sold, and chicks on hand; and the records must be kept in a manner that will make it easy for the inspector to conduct a thorough and efficient inspection. Some States furnish or sell to hatcherymen recommended record forms on which to record egg purchases and chick sales (fig. 8). (It is recommended that chicks and eggs sold be keyed to the flock from which they originated.)

A complete audit of the record of eggs purchased and eggs incubated, preferably for a 3-week period, is recommended. Variations

of this procedure may be used, such as an audit of 1 week's set, or of 1 breed or variety for a 3-week period.

- Check the total number of eggs delivered by each flockowner against the number of birds in the flock. The usual rule is to estimate production at about 1 case per 100 hens per week. (Use judgment in applying this rule, especially for meat-type parent stock.)
- Check the eggs purchased against the eggs in the incubator (and eggs sold or held over, if any), provided the period covered by the audit immediately precedes the inspection date. At the time of the egg-purchase audit, it is important to check the eggs from sources other than the hatcheryman's supply flocks. Obtain from the hatcheryman's files, copies of NPIP-15 (or NPIP-15a) or sales invoices covering the eggs purchased.
- Check the official pullorum classification of all out-of-State sources of hatching eggs.

You can make a more complete audit by checking an egg-purchase period for which the chicks have already hatched. Although this audit does not permit you to check eggs purchased against those in the incubator, it does enable you to check the chicks hatched and sold against the eggs set. Chick sales records should correspond in numbers sold with those hatched plus those purchased for resale for each grade within each variety.

- Develop hatchery audit forms which best suit your needs (figures 9 and 10).

### Inspection of Incubators

- Before entering the incubator room, disinfect shoes or rubber footwear. Also, it is desirable to wear a clean service coat or smock. (In some States, hatcheries are required to furnish service coats for this purpose.)
- Require the hatcheryman or one of his assistants to accompany you to assist with and observe the inspection. He should open the incubator doors; cut off and on the current; level, slant, remove, and replace the egg trays. You thus eliminate yourself from any responsibility for mechanical failures or upsets that may occur after you leave.
- Each tray must be identified by set and flock-owner. If the hatchery uses a code to identify flockowners, code your list of flockowners from the hatchery list before you inspect the incubators.
- Check the source indicated on each tray against your list of flockowners and other sources of hatching eggs.
- In auditing the eggs in the incubators, list each tray or part tray for each flockowner listed on the work sheet. (See table 1 for the egg capacity of trays for incubators commonly used.) Total, by source, the number of eggs set and compare

with the number of eggs purchased. (Take into consideration eggs held over from previous purchases for future sets.)

- Check eggs from each source for cleanliness, uniformity, and freedom from odd shapes and deformities.
- Inspect the interior of each incubator for cleanliness.

#### Hatchery Cleanliness and Sanitation

A clean hatchery is one that is as free as possible from dirt, dust, and grime, inside and

out, basement to roof.

Sanitation may be defined as the measures employed to establish and maintain an environment that eliminates or prevents spread of disease.

Determine that good sanitation practices are employed. Recommended practices include:

1. All hatchery waste and offal should be sterilized or burned; the containers used to remove or hold such materials should be cleaned, disinfected, and sterilized after each use.

2. The hatchery should be thoroughly cleaned and disinfected, and sound fumigation procedures should be used.

FLOCKS		No. HENS		SET DATES																											
				1	8	15	22	29	1	8	15	22	29	1	8	15	22	29	1	8	15	22	29	1	8	15	22	29			
				7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31			
				Number of eggs purchased weekly by _____ Hatchery																											
				(Address)																											
				(Date)																											
				Month	November				December				January				February				March				April						
				Name	No. Birds	Date	1	8	15	22	29	1	8	15	22	29	1	8	15	22	29	1	8	15	22	29	1	8	15	22	29
							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
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							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31
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							7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21	28	31	7	14	21		

State Poultry Association of Indiana—Lafayette, Indiana  
 BABY CHICK DEPARTMENT  
 The Official State Agency in Indiana for the National Poultry Improvement Plan  
**SUMMARY OF HATCHERY AUDIT**

Date Set	to	Date Hatched	to	Name of Hatchery									
Inspector		Inspection Date		Location									
EGGS ACQUIRED				EGGS DISPOSED OF				SUMMARY			BOOKING		
Breed and Variety	Grade	From Farm Owners	From Other Hatcheries or Holdovers	Total	To Other Hatcheries	Holdovers or Market Eggs	Total	Total Incubator	Number Chicks Sold and Booked	Less Chicks Bought	Total	% of Grade	% Total
1													1
2													2
3													3
4													4

Figure 10. Summary form for hatchery audit.

Table 1. Incubator Setting Tray Capacity -- Manufacturer's Rating

<u>Make and Model</u>	<u>Chicken Eggs</u>	<u>Turkey Eggs</u>
Buckeye - Streamliner.....	156.....	105 with tray dividers 120 without tray dividers
24 and 510.....	136	
Clipper Series.....	150	
520.....		105 with tray dividers 120 without tray dividers
Bundy - All models.....	132.....	95
Chick Master - All models.....	156 .....	114
Jamesway 252 and 1080 .....	180 .....	150
2940.....	210	
Petersime - All models.....	116.....	84
Robbins - 8H and 11H.....	150.....	117
All other models.....	180*.....	143*
Smith - All models.....	156 .....	114

\*Except that the four trays next to the top and the four trays next to the bottom each hold 150 chicken eggs or 117 turkey eggs.

3. All trucks, tables, and equipment used in the hatchery should be thoroughly disinfected.

4. The egg-receiving room should be separated from the incubator room and should be so constructed that it can be disinfected at regular intervals.

5. The hatching-egg cases should be properly identified and returned only to the farm from which they came.

Consider the hatchery insanitary if any of the following conditions exists, except that if some of the conditions are found on hatch day time must be allowed to clean up the hatchery thoroughly.

1. Broken eggs or egg shells in the incubator or hatchers.

2. Accumulated dirt on or around the incubators or in the hatchery building.

3. Cobwebs.

4. Stored items on the incubators or hatchers.

5. Hatchery residue not disposed of promptly.

6. Rotten eggs in hatchery building.

7. Hatchers and trays not cleaned and fumigated or disinfected.

#### Brooder Room Sanitation and Cleanliness

Use extreme caution in inspecting the brooder room, to eliminate any suspicion that you may be responsible for bringing in disease.

1. Chicks must not be brooded in the room with incubators.

2. The brooder room should be entirely separate from the hatchery, preferably in a separate building. If it is a part of the hatchery building, it should have a separate entrance and ventilation system.

3. Chicks in the brooder must be identified as to source. It is desirable to have each deck of each battery identified with the number, breed, and source of chicks.

Recommended sanitation practices include the following:

1. The brooder room should be "off limits" to all customers; in fact, to everyone except the caretaker (fig. 11).

2. Chick boxes used to transport chicks to the brooder room should not be returned to the hatchery.

3. Battery pans should be cleaned at least once a day, and the refuse should be disposed of promptly.

4. Adequate ventilation should be provided to eliminate offensive odors. Good ventilation is also needed to maintain healthy chicks.

5. Dead chicks should be removed several times a day.

6. The entire brooder room, including the tops of the batteries, should be free from dust,

debris, and nonessential equipment.

#### Inspection of Hatchery Advertising

It is the responsibility of each Official State Agency to inspect the advertising of all participants and determine whether it is in compliance with the provisions of the Plans.

● Obtain copies of all folders, price lists, and other advertising material for review and inclusion in the hatchery file. Inspection before publication is the best means of preventing the distribution of advertising that is in violation of the Plans or the Federal Trade Commission's Trade Practice Rules for the Poultry Hatching and Breeding Industry.

#### Completing the Report

Each inspection should result in assurance that:

1. Eggs purchased and incubated are all from qualified sources whether from hatcheryman's flocks or other sources.

2. Chicks sold are all from qualified eggs and are of the official classification, strain or trade name, variety, and hatchery grade represented.

3. The physical plant is kept in a neat, clean, and sanitary condition.

After completing the inspection of the records and plant, make out the report. Use form NPIP-5 (fig. 12), or an equivalent State form.

● Call to the attention of the hatcheryman all instances of noncompliance. In discussing violations, be courteous but firm.

● Handle promptly any violations that immediately affect the status of products produced. An example of this type of violation would be eggs in an incubator from a nonparticipating source. Take positive action to prevent hatching of such eggs in a participating hatchery.

● Handle violations of a less serious nature by placing the participant on probation. Inform the hatcheryman, both verbally and on the official report, the exact nature of the violation and recommend corrective measures. Allow a reasonable but specific time for the remedial action necessary to correct the violation.

● If the inspection results in dropping the hatcheryman from participation, be sure he understands that he may appeal to the Official State Agency and that he will be granted a hearing. The final decision as to his status is made as a result of such a hearing.

● Suggest ways in which the hatcheryman might improve his operations. Most hatcherymen welcome such suggestions.

● Compliment the hatcheryman, both verbally and on the written report, for good management and operating procedures.



*One minute,  
PLEASE!*

# NO ADMITTANCE

To Prevent The Spread of Diseases We Ask  
YOUR COOPERATION

# DO NOT ENTER

RECOMMENDED BY  
N. D. Poultry Improvement Board, N. D. Livestock Sanitary Board  
and This Hatchery (Cooperating)

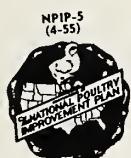
NOTICE

- Please Do Not Enter without permission.
- This request made in the interest of Disease Prevention.
- Your cooperation with us is appreciated.

*Thanks.  
The Management*

Member, Louisiana Poultry Improvement Assn., Inc.  
Participant, National Poultry Improvement Plan

Figure 11. Signs used by hatcheries to prevent free access to brooder room.



NPIP-5  
(4-55)

UNITED STATES DEPARTMENT OF AGRICULTURE  
AGRICULTURAL RESEARCH SERVICE  
Animal and Poultry Husbandry Research Branch  
THE NATIONAL POULTRY IMPROVEMENT PLAN   
THE NATIONAL TURKEY IMPROVEMENT PLAN

Budget Bureau  
Clearance waived

Official State Agency Copy



HATCHERY INSPECTION REPORT

1. Hatchery Doe's Hatchery Doerville (Address)

2. Incubators:

Number	Make	Model	Egg Capacity (setting and hatching trays)
2	Smith	52	104,800

3. Chicks Hatched on Mon. & Thurs. Day of the week

4. Classification of Products: U. S. Pullorum-Typhoid Passed

Clean  U. S. Approved  U. S. Certified for Eggs

U. S. Certified for Meat  Other Smith's strain White Leghorns

5. Compliance:

		Satisfactory	Unsatisfactory		
RECORDS	Egg Purchases (Affiliated Flocks)	✓		General Hatchery Cleanliness	✓
	Egg & Chick Purchases (Other Sources)	✓	✓	Hatchery Ventilation	✓
	Selecting & Testing Reports			Incubator Fumigation	✓
	Sales	✓		Incubator Tray Cleanliness	✓
Identifi- cation of	Eggs in Incubators	✓		Incubator Tray Disinfection	✓
	Products Sold	✓		Brooder Room Location	✓
	Products Purchased	✓	✓	Brooder Room Cleanliness	✓
	Egg Cleanliness			Handling of Market Eggs	None Rendled
	Egg Size	✓		Advertising	✓
	Egg Shell Texture	✓			
	Egg Shell Color (tints-white eggs)	✓			

6. Breeding Stock for Supply Flock Replacement U. S. Performance Tested Parent Stock ordered from Random Poultry Farm for production of U. S. Certified S-39 chicks. Candidate mating eggs ordered from John Smith for W. Leg. key flocks.

7. Remarks: (Include Recommendations for Correction of Unsatisfactory Compliance)

Selecting and testing report on Frank Jones' flock not sent to our offices. These reports must be submitted within 10 days following completion of the test.

Toys in the incubators from S. T. White's flock contain too many dirty and badly stained eggs. Check with flockowner on management (nesting material and number of nests). Egg cleanliness must be improved before any more eggs from this flock are set.

General hatchery cleanliness is excellent.

Jack Thompson  
State Inspector

2/5/57  
Date

Figure 12. Hatchery inspection report form. A comparable State form may be used.

- Limit your discussion with the hatcheryman to Plan-related practices of the hatchery. Refrain from discussing prices and other personal matters, such as the operations of other hatcherymen.
- Do not waste the hatcheryman's or your time. When you have completed the inspection and the report, thank the hatcheryman for his co-operation and leave unless he promotes further

discussion. Give him ample opportunity to discuss his program with you.

## DEALER INSPECTION

Use the same procedures where applicable as recommended for hatcheries in the inspection of chick and hatching egg dealers.

Prepared by the Animal Husbandry Research Division

50  
Washington, D. C.

50  
Issued January 1958



